

BOARD OF WATER COMMISSIONERS
MEETING MINUTES
Approved

DATE: December 11, 2019

MEMBERS PRESENT: Philip Knowles, Chairman
Richard Stone, Clerk
Mark Gallagher, Member

STAFF PRESENT: Greg Krom, Water Superintendent

VISITORS: Kevin Harutunian, Town Administrator

The meeting was called to order at 7:32 AM in the Conference Room at the Public Works Building.

The Board reviewed the minutes from the November 12, 2019 and requested the last sentence of the first paragraph under "Old Business" be clarified to reflect MassDEP requires the plant be staffed whenever it runs until an automated operations waiver is granted. Richard Stone motioned that the minutes be approved as amended, Mark Gallagher seconded the motion and all members voted in favor.

The Board reviewed the reports presented at the meeting including the budget, aged receivables, task sheets, accruals, and the withdrawal report.

The Board reviewed the list of overdue water charges that will be transferred to the tax rolls for collection. The list includes charges that were due prior to July 1, 2019 and will appear on the January 1, 2020 tax bill. Richard Stone made the motion to transfer \$39,466.07 in overdue water charges from FY2019 to the tax rolls for collection and to be deposited in the Water Enterprise Fund. Mark Gallagher seconded the motion and all voted in favor.

The Board reviewed the Superintendent's report and the following discussion ensued. MassDEP was in to conduct a sanitary survey and mentioned the plant would have to run for one year before they would entertain a waiver for automated operations. The budget process would likely be too far along and would perhaps be completed by the time MassDEP decides to grant the waiver or not. Therefore, the FY2021 would have to include funds to hire additional operators in the event the waiver was not granted. The Wage section of the budget will be based on the waiver being granted, as it is expected to be, but the Unanticipated Emergency Fund or Reserve Fund will be sized to hire extra staff in case MassDEP does not grant the waiver.

The United States Environmental Protection Agency is proposing changes to the Lead & Copper Rule. The Board discussed how the proposed changes may affect Topsfield. Most of the proposed changes apply to lead service lines. Thankfully our system is young enough that lead had gone out of favor and all of our services are copper or plastic. Lead levels in our domestic tap water have been quite low over the past several years and are nearly below detectable levels since the water treatment plant opened in March 2019.

The Board left open the possibility to have an afternoon meeting later in the month to review the draft budget and perhaps meet with the Finance Committee liaison.

Richard Stone motioned to adjourn the meeting at 8:47 AM. Mark Gallagher seconded and all voted in favor. The next regular monthly meeting is scheduled for January 8, 2020.

Respectfully submitted,

Gregory Krom
Water Superintendent